



PARKS AND RECREATION DEPARTMENT

2016 BASEBALL TOURNAMENT APPLICATION

Today's Date: _____ League/Program/Group Name: _____

Tournament Type: ☐ Department ☐ State Sanctioned

(Check one only) ☐ Nationally Sanctioned ☐ Invitational

☐ Regionally Sanctioned

Category: ☐ Returning ☐ New

☐ Non-profit 501 c3 ID# _____

☐ Liberty Lake Based Participants (60% of league residing in Liberty Lake)

☐ Adult

League/Program/Group Contact Name: _____

Phone Number(s): Day _____ Evening _____

Tournament Director: _____ E-mail: _____

Phone Number(s): Day _____ Evening _____

Complete Address: _____

Name of League/Program/Group the teams/users belong to: _____

Program Website: _____

Number of teams in this tournament: _____

Number of total participants in your tournament: _____

Tournament Information: Begin: _____ End: _____

Total # of games: _____ Championship time: _____

Facility Requested and Dimensions Needed	Day of Week Circle Days	Dates Requested		Time Requested	
		From:	To:	From:	To:
Facility: Field Dimensions:	M T W R F S S				
Facility: Field Dimensions:	M T W R F S S				
Facility: Field Dimensions:	M T W R F S S				
Facility: Field Dimensions:	M T W R F S S				

*Note **Field 1 options** are 50'/60' and **Field 2 options** are 60'/70'/80' Mounds can be placed at any distance

Additional Preps: Yes or no (Please Circle) Number of games: _____

Will you be selling concessions or apparel?: Yes or no (Please Circle)

Will you be charging for admission? Yes or no (Please Circle)

Projected Grand Total: _____

Fees, team roster and Certificate of Insurance are due 30 days prior to the start of tournament.

Based on 1st date requested, final complete payment due date is: _____

(30 days prior to the start of scheduled field use)

LIBERTY LAKE BALL FIELDS	
League Games Per Hour, Per Field (includes initial prep and prep every third game)	\$15.00
Practice Per Hour (includes water, field drag, bases, mound)	\$10.00
Additional Prep	\$52.50
All Day Tournament/Camp	\$400.00
Concession Fee Per Day at the Liberty Lake Ball Fields	\$50.00

The following days are blacked out due to city events.

- June 11th-12th – Liberty Lake Yard Sales (No Tournaments)
- July 1st-5th – Completely Closed for firework set up and display
- August 5th-7th – Barefoot in the Park (No Tournaments)

All organizations hosting tournaments must fill out the Tournament Application as well as meet with the Recreation Lead and/or the Parks Director at least 15 days prior to the tournament date. After all requirements for application of field use are met a formal permit will be issued authorizing use of City fields. Submission of field request does not constitute approval.

Please schedule in times between games that need to be prepped in order to allow staff to work on field

Field closure re-scheduling/rainouts/cancellations: Fees will be waived for games/practices that are rained out or cancelled by City of Liberty Lake staff in the following cases:

- a. The user groups contact the City of Liberty Lake within two working days after a field closure to reschedule a game(s) or practice(s).
- b. The user group contacts the City of Liberty Lake, in writing, 14 or more days prior to the allocated time.

The athletic fields will be available for use, weather permitting, approximately March 1 through October 31. These dates will be based on when Parks and Recreation staff are able to provide adequate field safety and performance of proper turf and facility maintenance. The City of Liberty Lake reserves the right to limit the amount of play or close fields to prevent damage to turf. If a field is closed, no play on the fields is allowed. City staff will perform all maintenance and repairs on the fields. Please refrain from using chalk on the fields. Contact City staff if any repairs are needed or issues arise. For information on rainouts and field closures please visit www.facebook.com/libertylakewa. Thank you!

ADDITIONAL PERMITS MAY BE REQUIRED FOR CERTAIN EVENTS

I have reviewed the City of Liberty Lake's Athletic Field Use and Allocation Policy, Facility Use Policy and Ordinances 115 and 142 and agree to abide by the terms listed. If upon arrival, I identify a problem with the facility, I will contact staff at (509) 370-5404 or (509) 755-6700 immediately to report the issue. The applicant assumes the entire responsibility and liability for losses, damages and claims arriving out of injury or damage to the applicant's displays, equipment and other property brought upon the premises of the City and shall indemnify and hold harmless the City, agents, and employees from any and all such losses, damages and claims. Applicant is responsible for all costs associated with post event clean up or any damages to the facility which will be billed to applicant. I agree to clean up after my event and not damage the park or the facility. I agree to provide required permits and/or proof of insurance to the City at least 15 days prior to my event, and post required permits at my event. I hereby make application to the City of Liberty Lake for use of City facilities/property and certify the information given in this application and supporting material is correct. The applicant/organization agrees to indemnify, defend, and save harmless the City or its officers, agents, employees, alleging damage or injury arising out of the subject matter of this Agreement; provided, however, that such provision shall not apply to the extent that damage or injury results from the sole fault of the City or its officers, agents, or employees.

Signature of applicant: _____

Date: _____

**City of Liberty Lake
Parks and Recreation Department
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